MYSORE DISTRICT.

Notification, dated 24th June 1907.

In the notification of this office, dated the 31st May 1907, *anent* the farming out of the right of collecting tolls at Nanjangud, published on pages 748 and 749 in Part II of the *Mysore Gazette* dated the 13th June 1907, add the following as para 7 (*a*) :—

7 (*a*). Carts carrying goods liable to Octroi duty are exempted from toll under Government Proceedings No. 918-9—MI. 373-04-4, dated the 22nd July 1905.

T. K. SUNDARARAJAIENGAR,
For *President of the Municipalities, Mysore District.*

FINANCIAL DEPARTMENT.

TREASURY ACCOUNT.

ANNUAL RETURNS OF ESTABLISHMENTS FOR 1ST JULY 1907.

Circular No. T. A. 2093—43, *dated 6th July* 1907.

1. The Comptroller has the honor to request that the Public Officers named below will be so good as to furnish this office with their Annual Returns of fixed establishments for the 1st July 1907, prepared in accordance with the instructions laid down in pages 26, 27 and 28 (Chapter 5), Volume I of the Seventh Edition of the Civil Account Code, *so as to reach this office not later than the 15th August* 1906.

2. The returns should be prepared on *no other* than the prescribed *printed* form to be had from the Superintendent of Stationery, and will show accurately the establishment as it exists on 1st July; and in preparing it, the following instructions should be carefully attended to :—

(*a*) The name, designation and pay of every gazetted officer, clerk, or menial servant holding a permanent appointment, whether on duty or absent on leave, or deputation, or under suspension, should be distinctly shown, with the exception of those exempted from keeping service books by Article 431 of the Mysore Service Regulations.

(*b*) The date of birth, year, month and day of the appointment and of appointment to present post, and of promotion to present pay of each person, as well as the number and date of the Government Orders creating the post, should be clearly entered in the appropriate columns of the statement, the exact date of birth by Christian era should be given as directed in Government Order No. Fl. 8225-67—S. A. 715-06, dated 2nd May 1907, and this office Circular No. 6402-70—A. C. 1036, dated 8—15th May 1907. This date can only be altered under the orders of the Local Government, except in the case of a clerical error. It should be noted that the column, "Promotion to present pay" is to be filled in, only when the pay is progressive and the incumbent of the appointment is drawing pay in excess of the minimum.

(*c*) The return should show accurately the sanctioned scale of *permanent establishment*, and so will include every post, whether filled up or not; and if a post be vacant, the word *vacant* should be set against it in the column of "*Name of Incumbent.*"

(*d*) The names of *gazetted officers should be entered first*, and beneath them those of the clerks and servants in order of sections of the establishment: *there should be a separate total for each section*, besides the grand total.

(*e*) The columns of *Minimum* and *Maximum* pay of post should be filled up *only* when the pay is progressive, *i. e.*, rises from a minimum to a maximum by annual increment; and if any annual increment is given with effect from 1st July, it should be included in the return, and compared with the certificate (in Form No. 8) required by Article 62, which would accompany the July bill.

(*f*) The name of any person acting in an appointment, as well as the acting allowance paid to him, should be shown in the column "*Name of Incumbent*" beneath the name of the absentee for whom he is officiating.

(*g*) If the acting incumbent holds his permanent appointment upon another establishment, the fact should be stated, and the entry should be supported by a certificate from the head of that other establishment.